

## ROUTING AND TRANSMITTAL SLIP

9 January 1981

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/DDA	mjc	9 JAN 1981
2. ADDA	H	1-9-81
3. C/MS	T	1/12/81
4. CMO	Gh	12 Jan 81
5. REGISTRY For filing		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

Note: Copy was sent to D/OL

I presented this to Ken w/  
an appropriate ceremony  
within this staff

T 1/12/81

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

<b>TRANSMITTAL SLIP</b>		DATE
TO: DDA		
ROOM NO.	BUILDING	
REMARKS: - Karen & Cathie, a copy was forwarded to O/O. Linda		
FROM: EXCOM STAFF		
ROOM NO.	BUILDING	EXTENSION

S E C R E T

Executive Registry

81-6029

DD/A Registry

81-0048

8 January 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM : Deputy Director of Central Intelligence

SUBJECT : Commendation for [REDACTED]

DD/A REGISTRY  
FILE: *Plus-3*

25X1 1. [REDACTED] an Office of Logistics officer currently on detail to your Management Staff, worked from 25 August 1980 to the end of December with the Executive Committee Staff in developing the first cycle of an Agency-level long-range planning process. I think we made significant headway in this important endeavor, and [REDACTED] shares the credit for the progress made. [REDACTED]

25X1 2. [REDACTED] worked directly with four of the long-range planning issue teams in developing papers for Executive Committee review. These included one foreign policy issue -- World Resources and Markets -- and three management issues: Overseas Presence; Intelligence Collection; and Records Control, Review and Public Disclosure. Working under short deadlines and with less than enthusiastic support from all participants, [REDACTED] skillfully served both the line representatives' interests as well as Agency-level interests in facilitating his teams' development of policy issues and options for Executive Committee consideration. He also played an instrumental role in drafting the Executive Committee Staff's final report on this first long-range planning cycle, which included suggestions for improving the process next year. [REDACTED]

25X1 3. I appreciated having [REDACTED] services for this important Executive Committee project. He would be a valuable participant in any future long-range planning activities. [REDACTED]

[REDACTED]

[REDACTED]

S E C R E T